

Thursday, November 18, 2021 5:00 PM

Amended Agenda

Morongo Basin Transit Authority

Regular Board Meeting Board of Directors

Meeting Location:

MBTA Operations Center

62405 Verbena Road

Joshua Tree, CA 92252

SAFETY ALERT: MBTA encourages your participation in this meeting; however, in order to minimize the spread of the COVID-19 virus, we ask that everyone wear a mask while in the MBTA facility.

Daniel L Mintz Sr, Chair

Merl Abel, Vice Chair

Jeff Drozd

Ellen Jackman

Dawn Rowe (Danielle Harrington Designee)

Ben Sasnett

McArthur Wright

Officers

Mark Goodale, Board Secretary

Cheri Holsclaw, Assistant Board Secretary



Morongo Basin Transit Authority

MORONGO BASIN TRANSIT AUTHORITY
REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, November 18, 2021 5:00PM
MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

AGENDA

1.0 CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Board Members: Abel, Drozd, Harrington, Jackman, Sasnett,
Wright and Chairman Mintz

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

- 2.1 Employee of the Quarter
- 2.2 Recognition of Outgoing General Manager

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

- 4.1 This is a time for comments from the Public on any subject not on the agenda. The Brown Act prohibits the MBTA Board of Directors from responding at length to questions on matters not on the agenda. Matters may, however, be referred to staff for scheduling on a future agenda. Comment time is limited to three minutes.
- 4.2 Public comments on specific agenda items will be deferred until consideration of the item on the agenda. Comment time is limited to three minutes.

5.0 CONSENT CALENDAR—All matters listed under the Consent Calendar are to be considered routine by the MBTA Board and will be enacted by one motion in the form listed. Any item may be removed from the Consent Calendar and considered separately by the Board under item 6.0 on the agenda. The public may comment on Consent Calendar items prior to Board action (roll call vote).

- 5.1 Minutes of the September 30, 2021 Board Meeting
Staff Recommendation: Approve Minutes

- 5.2 Minutes of the November 9, 2021 Special Board Meeting
Staff Recommendation: Approve Minutes
- 5.3 Treasurer's Report for August and September 2021
Staff Recommendation: Approve Treasurer's Reports
- 5.4 Warrant Register through September 30, 2021
Staff Recommendation: Approve Warrant Register
- 5.5 Ridership Report
Staff Recommendation: Receive and discuss as necessary
- 5.6 Financial Reports
Staff Recommendation: Receive and discuss as necessary
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- 5.7 Administration Report
Staff Recommendation: Receive and discuss as necessary
- 5.8 Operations Report
Staff Recommendation: Receive and discuss as necessary
- 5.9 LCTOP Authorization
Staff Recommendation: Reauthorize LCTOP Agent and update Certification and Assurances
- 5.10 End-of-Year Employee Recognition
Staff Recommendation: Approve \$50 end-of-year recognition to each MBTA employee
- 5.11 Transportation Development Act (TDA) Triennial Performance Audit for fiscal year 2017/18 – 2019/20
Staff Recommendation: Receive and file
- 5.12 Transit Operating, Capital Plan Reallocation
Staff Recommendation: Approve Revisions to Transit Operating and Capital Plan; Authorize Staff to File Transit Claim
- 5.13 Transportation Reimbursement Escort Program (TREP) Update
Staff Recommendation: Receive and discuss as necessary

ACTION: Move _____ 2nd _____ Roll Call Vote

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 MBTA Sub Committee Assignments

Staff Recommendation: Discuss and Assign Board Members as appropriate

ACTION: Move _____ 2nd _____ Voice Vote

8.2 Bike Locker and Installation Project

Staff Recommendation: Authorize staff to purchase Bike Lockers and award installation contract to the lowest responsible firm

8.3 Bank Letters of Authority

Staff Recommendation: Approve Letters of Authority to Update Bank Signers

9.0 GENERAL MANAGER UPDATE

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

11.0 BOARD MEMBER COMMENTS - This is the time for comments from the Board members on any subject.

12.0 ADJOURNMENT The next board meeting will be scheduled on Thursday, January 27, 2022 at 5:00PM at the MBTA Operations Center, 62405 Verbena Road, Joshua Tree CA 92252.

All items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

It is the intention of the Morongo Basin Transit Authority to comply with the Americans with Disabilities Act in all respects. If you have a disability and need accommodation to participate in the meeting, please call the Assistant Board Secretary at 760-366-2986 for assistance so the necessary arrangements can be made.


Any person affected by any application on this agenda may submit their concerns in writing prior to the meeting or appear in person and be heard in support or opposition to the proposal at the time the matter is considered on the agenda. All written materials relating to an agenda item to be discussed in open session of a regular meeting are distributed within 72 hours prior to the meeting and will be made available for public inspection. Documents may be viewed at 62405 Verbena Rd, Joshua Tree, CA 92252, from 8AM to 5PM Monday thru Friday, except legal holidays. Telephone inquiries may be made at 760-366-2986. If you challenge any agenda issue in court, you may be limited to raising only those issues that you or someone else raised at the public meeting described in this notice, or in written correspondence delivered to the Morongo Basin Transit Authority at, or prior to, the public meeting.



Cheri Holsclaw, Assistant Board Secretary

11/14/21 1:08pm
Date/Time

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 12, 2021
RE: Minutes of the September 30, 2021 Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.1

MORONGO BASIN TRANSIT AUTHORITY

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, September 30, 2021 5:00PM
MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

1.0 CALL TO ORDER – Chair Mintz called the meeting to order at 5:00pm.

PLEDGE OF ALLEGIANCE – Ben Sasnett led the flag salute.

ROLL CALL - On call of the roll the following Board Members were present:
Merl Abel, Jeff Drozd, Danielle Harrington, Ben Sasnett, McArthur Wright and Daniel L
Mintz Sr. Ellen Jackman arrived at 5:07.

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Outgoing Board Member

Mark Goodale, General Manager, thanked Mark Lundquist for his immense support and his efforts and contributions to MBTA. Vice Chair Merl said Mark was well respected in our community and he really appreciated all his years of service to the Morongo Basin.

2.2 Recognition of New Board Member

Mark Goodale, General Manager, introduced Danielle Harrington as the new designee for Dawn Rowe replacing Mark Lundquist on the Board. Danielle was a local resident and a policy advisor for Supervisor Rowe.

2.3 GILLIG Presentation

The presentation of the GILLIG bus was deferred to the end of the meeting.

3.0 CLOSED SESSION

NONE

4.0 PUBLIC COMMENTS

NONE

5.0 CONSENT CALENDAR

- 5.1 Minutes of the July 22, 2021 Board Meeting
- 5.2 Treasurer's Report for June and July 2021
- 5.3 Warrant Register through August 31, 2021
- 5.4 Ridership Reports
- 5.5 Financial Reports
- 5.6 Administration Report
- 5.7 Operations Report
- 5.8 Copier Purchase
- 5.9 Approval of Vehicle Purchase
- 5.10 Can-A-Ride Day on November 18, 2021

ACTION: Board Member Danielle Harrington abstained. Vice Chair Abel moved to approve the Consent Calendar (items 5.1 - 5.10); seconded by Board Member Wright: passed by Roll Call Vote (6-0).

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSIONS AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

7.0 OLD BUSINESS

NONE

8.0 NEW BUSINESS

8.1 Transportation Assistance Grant (TAG) Awards

Joe Meer, Director of Cooperative Purchasing and Grants, brought forward a recommendation of applications that deemed complimentary to MBTA's service for a total allocation of \$59,715.

Vice Chair Abel thanked the applicants for all that they do for our community.

ACTION: Board Member Wright moved to approve the TAG awards as presented; seconded by Board Member Drozd: passed by Roll Call Vote (7-0).

8.2 RFP 21-01 Bus Shelters and Accessories Approval

Joe Meer, Procurement Director, presented an updated bid to replace RFP 16-01.

ACTION: Board Member Wright moved to authorize staff to award contracts to the responsive manufacturers/dealers; seconded by Board Member Jackman: passed by Roll Call Vote (6-0).

9.0 GENERAL MANAGER UPDATE

Mark Goodale reported the free fare day on September 22nd only cost MBTA \$468.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

Vice Chair Abel requested sub committee assignments be on the next agenda.

11.0 BOARD MEMBER COMMENTS

Board Member Sasnett congratulated Mark Lundquist. He was a good fit for MBTA.

Chair Mintz welcomed Danielle Harrington to the Board.

12.0 ADJOURNMENT


The meeting adjourned at 5:43pm Thursday, September 30, 2021.

Respectfully submitted,



Cheri Holsclaw, Assistant Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 12, 2021
RE: Minutes of the November 9, 2021 Special Board Meeting

STAFF RECOMMENDATION: APPROVE MINUTES

ITEM 5.2

MORONGO BASIN TRANSIT AUTHORITY

**SPECIAL MEETING OF
THE BOARD OF DIRECTORS**

Tuesday, November 9, 2021 5:00PM
MBTA Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

1.0 CALL TO ORDER – Chair Mintz called the meeting to order at 5:00pm.

PLEDGE OF ALLEGIANCE – Ellen Jackman led the flag salute.

ROLL CALL - On call of the roll the following Board Members were present:
Merl Abel, Danielle Harrington, Ellen Jackman, Ben Sasnett, McArthur Wright and Daniel L Mintz Sr.

2.0 PUBLIC COMMENTS

NONE

3.0 CLOSED SESSION

Jeff Drozd joined by phone.

3.1 Gov. Code § 54957(b)(1): Public Employee Appointment: Title: Interim General Manager

Closed session comments were deferred to New Business.

4.0 NEW BUSINESS

4.1 Chair Mintz reported that during closed session they decided they were going to offer Cheri Holsclaw the Interim General Manager job for 90 days, leaving her job open until either her job is filled by herself or someone else. She will be able to go back to her old job as guaranteed from the Board. They would advertise a local recruitment for the General Manager's job. The Board wants to compensate Cheri for the Interim \$1,000 a month in additional pay to her current salary and benefits.

ACTION: Board Member Sasnett moved to adopt the motion Chair Mintz made; seconded by Board Member Wright: passed by Roll Call Vote (7-0).

5.0 ADJOURNMENT


The meeting adjourned at 5:40pm Tuesday, November 9, 2021.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Mark Goodale', is written over a horizontal line.

Mark Goodale, Board Secretary

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 12, 2021
RE: Treasurer's Reports for August and September 2021

STAFF RECOMMENDATION: APPROVE TREASURER'S REPORTS

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
August 31, 2021

Beginning Balance:	July 31, 2021	5,737,361
Receipts		348,768
Disbursements		1,098,312
Interest Received		42
Ending Balance:	August 31, 2021	4,987,858


LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 74,392	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,628,082	\$ -	0.00%
Union Bank	\$ 1,379,947	\$ -	0.00%
Pacific Western Bank	\$ 144,003	\$ -	0.00%
LAIF	\$ 1,290,231	\$ -	0.00%
US Bank PTMISEA	\$ 238,425	\$ -	0.00%
US Bank LCTOP	\$ 136,369	\$ -	0.00%
US Bank SGR (SB1)	\$ 96,409	\$ -	0.00%
	\$	-	0.00%
TOTAL INVESTMENTS	\$ 4,987,858	\$ -	

MORONGO BASIN TRANSIT AUTHORITY
TREASURER'S REPORT
September 30, 2021

Beginning Balance:	August 31, 2021	4,987,858
Receipts		919,581
Disbursements		526,308
Interest Received		<u>33</u>
Ending Balance:	September 30, 2021	<u>5,381,163</u>

LOCATION OF FUNDS:	BALANCE	INTEREST EARNED	INTEREST RATE
US Bank General	\$ 73,923	-	0.00%
US Bank Class E	\$ -	\$ -	0.00%
Pacific Western Bank Procurement Fees	\$ 1,639,968	\$ -	0.00%
Union Bank	\$ 1,309,018	\$ -	0.00%
Pacific Western Bank	\$ 463,586	\$ -	0.00%
LAIF	\$ 1,290,231	\$ -	0.00%
US Bank PTMISEA	\$ 238,430	\$ -	0.00%
US Bank LCTOP	\$ 222,791	\$ -	0.00%
US Bank SGR (SB1)	\$ 143,218	\$ -	0.00%
		\$ -	0.00%
TOTAL INVESTMENTS	\$ 5,381,164	\$ -	

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 12, 2021
RE: Warrant Register through September 30, 2021

STAFF RECOMMENDATION: APPROVE WARRANT REGISTER

ITEM 5.4

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of September 30, 2021

Date	Num	Name	Memo	Amount
09/02/2021	45458	VOYAGER	FUEL	-5,753.53
09/02/2021	45459	CITY OF TWENTYNINE PALMS	PROFESSIONAL FEES	-50.00
09/02/2021	45460	PAULA BALDWIN	EMPLOYEE EXPENSE	-59.00
09/02/2021	45461	NOEMI ADDERLEY	MILEAGE	-54.88
09/02/2021	45462	PRISM	INSURANCE	-27,775.00
09/02/2021	45463	A-1 AUTO ELECTRIC	PARTS	-111.26
09/02/2021	45464	AT&T MOBILITY	TELEPHONE	-106.40
09/02/2021	45465	CARQUEST - YUCCA VALLEY	PARTS	-106.56
09/02/2021	45466	HI DESERT PUBLISHING	MARKETING	-2,073.61
09/02/2021	45467	HI DESERT WATER DISTRICT	MARKETING	-237.88
09/02/2021	45468	NAPA	PARTS	18.47
09/02/2021	45469	OLS SERVICE, INC.	OUTSIDE SERVICES	-1,325.73
09/02/2021	45470	PALM SPRINGS MOTORS	PARTS	-686.59
09/02/2021	45471	PARKHOUSE TIRES	TIRES	-3,383.51
09/02/2021	45472	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES	-244.83
09/02/2021	45473	SUNNY AND SONS	OUTSIDE SERVICES	-99.00
09/02/2021	45474	TWENTYNINE PALMS WATER DISTRICT	UTILITIES	-144.28
09/02/2021	45475	YUCCA VALLEY MIRROR AND GLASS	OUTSIDE SERVICES	-150.00
09/02/2021	45476	US BANK	CREDIT CARD PAYMENT	-4,238.57
09/03/2021		CALPERS HEALTH/RETIREMENT	HEALTH INSURANCE	-18,350.13
09/03/2021		SENTINEL BENEFITS	OUTSIDE SERVICES	-25.00
09/06/2021		ARCO	FUEL	-62.30
09/07/2021		SOUTHERN CALIFORNIA EDISON	UTILITIES	-9,243.12
09/08/2021		ARCO	FUEL	-76.00
09/10/2021		ADP	WAGES	-9,236.44
09/10/2021		ADP	WAGES	-1,005.54
09/10/2021		ADP	WAGES	-51,061.38
09/10/2021		CALPERS HEALTH/RETIREMENT	CEPPT	-10,034.00
09/10/2021		CALPERS HEALTH/RETIREMENT	CERBT	-14,165.00
09/10/2021		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-4,712.15
09/10/2021		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,376.96
09/10/2021		ADP	WAGES	-2,480.00
09/10/2021		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,573.30
09/13/2021		ARCO	FUEL	-49.08
09/15/2021	45477	MARK GOODALE	HRA REIMBURSEMENTS	-462.05
09/15/2021		ELECTRONIC PAYMENT SYSTEMS	OUTSIDE SERVICES	-46.29
09/15/2021		VISION SERVICE PLAN	VISION INSURANCE	-441.59
09/16/2021	45478	JOSEPH GADALLA	EMPLOYEE EXPENSE	-30.00
09/16/2021	45479	FRONTIER COMMUNICATIONS	TELEPHONE	-170.20
09/16/2021	45480	FRONTIER COMMUNICATIONS	TELEPHONE	-206.12
09/16/2021	45481	FRONTIER COMMUNICATIONS	TELEPHONE	-55.00
09/16/2021	45482	FRONTIER COMMUNICATIONS	TELEPHONE	-63.56
09/16/2021	45483	AIRWAVE COMMUNICATIONS	RADIO EXPENSE	-1,700.11
09/16/2021	45484	BATTERY SYSTEMS	PARTS	-592.56

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of September 30, 2021


09/16/2021	45485	BROADLUX INC.	CNG MAINTENANCE	-662.00
09/16/2021	45486	BURRTEC	UTILITIES	-72.29
09/16/2021	45487	CARQUEST - YUCCA VALLEY	PARTS	-323.30
09/16/2021	45488	CLEAN ENERGY	CNG MAINTENANCE	-12,303.94
09/16/2021	45489	CREATIVE BUS SALES - PARTS	PARTS	-84.03
09/16/2021	45490	DELL BUSINESS CREDIT	OFFICE SUPPLIES	-26.86
09/16/2021	45491	DEPARTMENT OF JUSTICE	EMPLOYEE EXPENSE	-64.00
09/16/2021	45492	DESERT ARC	OUTSIDE SERVICES	-247.00
09/16/2021	45493	DIAMOND ENVIRONMENTAL SERVICES	OUTSIDE SERVICES	-118.68
09/16/2021	45494	FORENSIC DRUG TESTING	OUTSIDE SERVICES	-272.00
09/16/2021	45495	HI DESERT PUBLISHING	MARKETING	-2,057.60
09/16/2021	45496	JOSHUA BASIN WATER DISTRICT	UTILITIES	-4,003.63
09/16/2021	45497	JOSHUA TREE LANDSCAPE & GROUNDS MAINT	OUTSIDE SERVICES	-725.00
09/16/2021	45498	KCDZ	MARKETING	-460.00
09/16/2021	45499	PALM SPRINGS MOTORS	PARTS	-481.83
09/16/2021	45500	PARKHOUSE TIRES	TIRES	-1,129.29
09/16/2021	45501	PREFERRED BENEFIT	DENTAL INSURANCE	-1,496.10
09/16/2021	45502	PRO SECURITY SYSTEMS	OUTSIDE SERVICES	-156.00
09/16/2021	45503	PRUDENTIAL OVERALL SUPPLY	FACILITY SUPPLIES	-233.99
09/16/2021	45504	QUILL CORPORATION	OFFICE SUPPLIES	-463.70
09/16/2021	45505	RUSSELL AIR CONDITIONING INC.	OUTSIDE SERVICES	-450.00
09/16/2021	45506	RUTAN & TUCKER, LLP	PROFESSIONAL FEES	-105.31
09/16/2021	45507	SCHROEDER PLUMBING	OUTSIDE SERVICES	-3,200.00
09/16/2021	45508	SELECT ADVANTAGE	OUTSIDE SERVICES	-75.00
09/16/2021	45509	THE GAS COMPANY	FUEL	-9,670.71
09/16/2021	45510	XEROX CORPORATION	OUTSIDE SERVICES	-185.86
09/16/2021	45511	JERELL MCKENNEY	EMPLOYEE EXPENSE	-30.00
09/20/2021		ARCO	FUEL	-140.64
09/20/2021		ARCO	FUEL	-125.02
09/23/2021	45512	JOSEPH GADALLA	EMPLOYEE EXPENSE	-83.00
09/23/2021	45513	FRONTIER COMMUNICATIONS	TELEPHONE	-65.98
09/23/2021	45514	CARQUEST - YUCCA VALLEY	PARTS	-191.84
09/23/2021	45515	CLEAN ENERGY	CNG MAINTENANCE	-3,180.36
09/23/2021	45516	FLEET MAINTENANCE SPECIALISTS, INC	CAPITAL TO BE REIMBURSEMENT	-2,170.69
09/23/2021	45517	FRONTIER COMMUNICATIONS	TELEPHONE	-1,041.03
09/23/2021	45518	LEFEVRE'S TOWING INC.	OUTSIDE SERVICES	-575.00
09/23/2021	45519	NAPA	PARTS	-296.34
09/23/2021	45520	PALM SPRINGS MOTORS	PARTS	-26.17
09/23/2021	45521	PARKHOUSE TIRES	TIRES	-6,790.84
09/23/2021	45522	PRUDENTIAL OVERALL SUPPLY	UNIFORMS	-46.57
09/23/2021	45523	THE GAS COMPANY	UTILITIES	-15.78
09/23/2021	45524	YUCCA VALLEY MIRROR AND GLASS	OUTSIDE SERVICES	-109.81
09/24/2021		ADP	WAGES	-3,577.11
09/24/2021		ADP	WAGES	-9,478.21
09/24/2021		ADP	WAGES	-1,147.11
09/24/2021		ADP	WAGES	-55,992.77
09/24/2021		ADP	WAGES	-76.58

MORONGO BASIN TRANSIT AUTHORITY WARRANT REGISTER

As of September 30, 2021

09/24/2021		CALPERS HEALTH/RETIREMENT	PEPRA RETIREMENT	-5,175.40
09/24/2021		CALPERS HEALTH/RETIREMENT	RETIREMENT	-4,382.14
09/24/2021		TREP	MILEAGE REIMBURSEMENTS	-2,748.51
09/24/2021		CALPERS 457 PROGRAM	SUPPL RETIREMENT	-3,729.68
09/30/2021	45525	KRISTEN KOHER	UNIFORM REIMB	-40.20
09/30/2021	45526	JERELL MCKENNEY	EMPLOYEE EXPENSE	-83.00
09/30/2021	45527	BATTERY SYSTEMS	PARTS	-118.51
09/30/2021	45528	BURRTEC	UTILITIES	-235.41
09/30/2021	45529	CARQUEST - YUCCA VALLEY	PARTS	-133.25
09/30/2021	45530	CLEAN ENERGY	CNG MAINTENANCE	-544.42
09/30/2021	45531	COPPER MOUNTAIN BROADCASTING	MARKETING	-528.00
09/30/2021	45532	FRONTIER COMMUNICATIONS	TELEPHONE	-97.98
09/30/2021	45533	NAPA	PARTS	-58.64
09/30/2021	45534	PALM SPRINGS MOTORS	PARTS	-52.33
09/30/2021	45535	PRUDENTIAL OVERALL SUPPLY	UNIFORMS	-46.57
09/30/2021	45536	TROPHY EXPRESS	PRINTING	-22.57
09/30/2021	45537	VALLEY INDEPENDENT PRINTING	PRINTING	-34.80
09/30/2021	45538	ANDREW BERNSTEIN	HRA REIMBURSEMENTS	-199.06
09/30/2021	45539	ROY DAVIS	HRA REIMBURSEMENTS	-148.50
09/30/2021	45540	PATRICK FERREE	HRA REIMBURSEMENTS	-531.49
09/30/2021	45541	JOE MEER	HRA REIMBURSEMENTS	-30.00
09/30/2021	45542	CYNTHIA LOPEZ	HRA REIMBURSEMENTS	-1,643.00
09/30/2021	45543	MARK GOODALE	HRA REIMBURSEMENTS	-75.00
09/30/2021	45544	MELANIQUE DUBOSE	HRA REIMBURSEMENTS	-127.94
09/30/2021	45545	WILLIAM STARCK, II	HRA REIMBURSEMENTS	-1,306.19
09/30/2021	45546	GEORGE HALLAS	HRA REIMBURSEMENTS	-255.33
09/30/2021	45547	JOE MEER	HRA REIMBURSEMENTS	-52.20

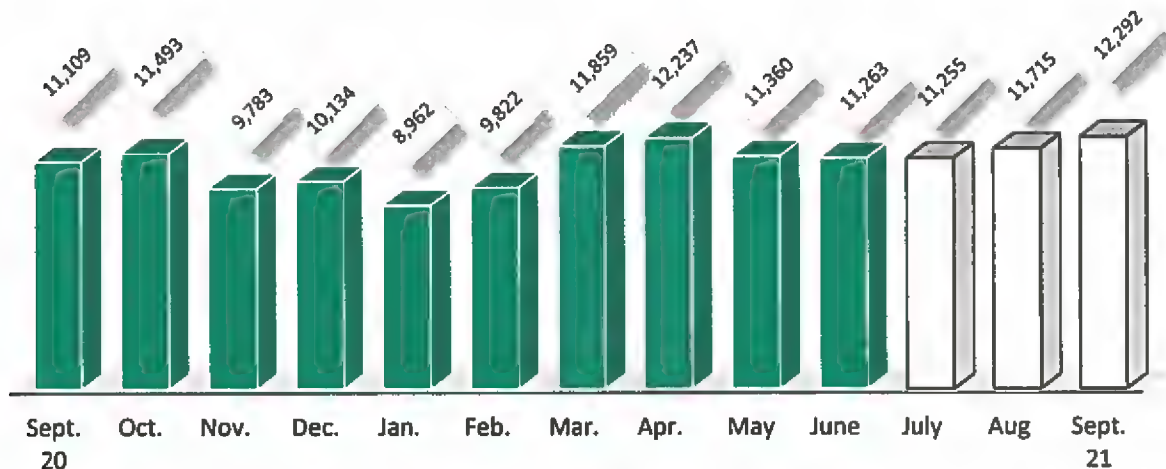
MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 8, 2021

RE: Ridership Report for September

Ridership for September was 12,292 vs. 11,190 for the same reporting period last year. These was four-point nine three percent (4.93%) increase over August's recorded numbers.

September's ridership is the highest gain since March 2021, this movement is in the right direction to the slow recovery. With the continued support and use of SBCTA's resources made available to MBTA and other county operators this has offered us the opportunity to take an assertive approach in our marketing efforts using various formats.



STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.5



Quarterly Performance Scorecard

FY 2022

System - System-Wide

All Routes

Performance Indicators & Data	Prior Year Total	Current Year Target	Current Year To Date	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year To Date Performance
Farebox Recovery Ratio	5.28%	>= 10.00%	5.58%	5.58%				Fails to Meet Target
Operating Costs Per Revenue Hour	\$114.80	<= \$137.90	\$132.44	\$132.44				Exceeds Target
Passenger Revenue Per Revenue Hour (a)	\$6.06		\$7.39	\$7.39				Fails to Meet Target
Subsidy Per Revenue Hour	\$108.74		\$125.04	\$125.04				
Operating Cost Per Revenue Mile	\$5.79	<= \$7.00	\$6.70	\$6.70				Exceeds Target
Passenger Revenue Per Revenue Mile	\$0.31		\$0.37	\$0.37				
Subsidy Per Revenue Mile	\$5.48		\$6.33	\$6.33				
Operating Costs Per Passenger	\$27.68	<= \$19.51	\$29.98	\$29.98				Fails to Meet Target
Passenger Revenue Per Passenger (Avg Fare) (a)	\$1.46		\$1.67	\$1.67				
Subsidy Per Passenger	\$26.22		\$28.31	\$28.31				
Operating Cost Per Passenger Mile								
Passenger Revenue Per Passenger Mile (a)								
Subsidy Per Passenger Mile								
Passengers Per Revenue Hour	4.2		4.4	4.4				
Passengers Per Revenue Mile	0.21		0.22	0.22				
Revenue Miles Between NTD Reportable Accidents (b)								
Percentage of Trips On Time	98.8%		98.0%	98.0%				
Passengers Served Between Complaints	7,254		8,816	8,816				
Complaints Per 100,000 Passengers	13.79		11.34	11.34				
Revenue Miles Between NTD System Failures (c)								
Total Miles Between Total NTD System Failures (c)								
Total Miles Between Major NTD System Failures (d)								
Passengers	130,574	>= 225,000	35,262	35,262				Fails to Meet Target
Passenger Miles								
Revenue Hours	31,482		7,983	7,983				
Total Hours	34,501		8,670	8,670				
Revenue Miles	624,558		157,670	157,670				
Total Miles	694,898		172,832	172,832				
Operating Costs	\$3,614,013		\$1,057,164	\$1,057,164				
Passenger Revenue (a)	\$190,647		\$59,002	\$59,002				
Operating Subsidy	\$3,423,366		\$998,162	\$998,162				
NTD Reportable Accidents (b)	0		0	0				
Total Roadcalls (NTD System Failures) (c)	0		0	0				
Major Mechanical Failures (Roadcalls) (d)	0		0	0				
Complaints	18		4	4				
Trips On Time	12,298		2,084	2,084				
On-Time Performance Trips Sampled	12,448		2,126	2,126				

(a) Includes Auxiliary Revenues and other Local Support related to reduced fares. (b) Collision Accidents reportable per NTD Definition. (c) Total System Failures per NTD Definition. (d) Major System Failures per NTD Definition.



FY 2022 -- Monthly Performance Statistics
Systemwide Summary
All Routes

Performance Statistics for September

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Reporting Route #:										
1	5,119	784.8	\$94,627	\$5,731	6.5	\$18.49	\$120.58	\$1.12	\$7.30	6.06%
1X	69	27.4	\$3,260	\$15	2.5	\$47.25	\$118.91	\$0.22	\$0.56	0.47%
3A	1,312	220.4	\$24,820	\$1,014	6.0	\$18.92	\$112.62	\$0.77	\$4.60	4.09%
3B	1,035	216.1	\$24,045	\$867	4.8	\$23.23	\$111.28	\$0.84	\$4.01	3.61%
7A	1,305	223.7	\$25,368	\$854	5.8	\$19.44	\$113.41	\$0.65	\$3.82	3.37%
7B	1,231	229.7	\$25,679	\$768	5.4	\$20.86	\$111.79	\$0.62	\$3.34	2.99%
12	329	156.0	\$20,646	\$2,348	2.1	\$62.75	\$132.34	\$7.14	\$15.05	11.37%
15	178	57.0	\$8,700	\$1,865	3.1	\$48.88	\$152.64	\$10.48	\$32.73	21.44%
21	716	201.0	\$25,527	\$422	3.6	\$35.65	\$126.98	\$0.59	\$2.10	1.65%
RR30	361	159.0	\$16,574	\$356	2.3	\$45.91	\$104.24	\$0.99	\$2.24	2.15%
RR31	84	55.8	\$5,871	\$83	1.5	\$69.89	\$105.18	\$0.99	\$1.49	1.41%
RR34	199	102.2	\$12,775	\$197	2.0	\$64.20	\$125.04	\$0.99	\$1.92	1.54%
RR36	23	1.3	\$394	\$23	18.2	\$17.12	\$310.77	\$0.99	\$17.93	5.77%
RR50	331	159.3	\$17,161	\$327	2.1	\$51.84	\$107.75	\$0.99	\$2.05	1.90%
Program:										
Commuter Service	507	213.0	\$29,346	\$4,213	2.4	\$57.88	\$137.78	\$8.31	\$19.78	14.36%
Demand Response	998	477.5	\$52,774	\$985	2.1	\$52.88	\$110.52	\$0.99	\$2.06	1.87%
Neighborhood Shuttles	10,787	1,903.1	\$223,327	\$9,672	5.7	\$20.70	\$117.35	\$0.90	\$5.08	4.33%
Mode:										
Bus (Motorbus)	10,787	1,903.1	\$223,327	\$9,672	5.7	\$20.70	\$117.35	\$0.90	\$5.08	4.33%
Commuter Bus	507	213.0	\$29,346	\$4,213	2.4	\$57.88	\$137.78	\$8.31	\$19.78	14.36%
Demand Response	998	477.5	\$52,774	\$985	2.1	\$52.88	\$110.52	\$0.99	\$2.06	1.87%
System Total:	12,292	2,593.6	\$305,447	\$14,871	4.7	\$24.85	\$117.77	\$1.21	\$5.73	4.87%




Monthly Ridership Report

September, FY 2022

Total (All Day Types)

Service	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Route Subtotals						
1	4,665	5,119	6.3	6.5	7.09%	6.06%
12	275	329	1.8	2.1	7.23%	11.37%
15	16	178	0.4	3.1	1.46%	21.44%
1X	109	69	4.0	2.5	5.61%	0.47%
21	542	716	2.6	3.6	3.34%	1.65%
3A	1,118	1,312	5.0	6.0	6.00%	4.09%
3B	1,051	1,035	4.6	4.8	5.36%	3.61%
7A	1,206	1,305	5.4	5.8	5.58%	3.37%
7B	1,274	1,231	5.7	5.4	6.15%	2.99%
RR30	252	361	1.9	2.3	2.46%	2.15%
RR31	111	84	1.6	1.5	1.83%	1.41%
RR34	226	199	2.6	2.0	2.87%	1.54%
RR36	12	23	0.5	18.2	0.53%	5.77%
RR50	333	331	2.2	2.1	2.89%	1.90%
Program Subtotals						
Commuter Service	291	507	1.4	2.4	5.75%	14.36%
Demand Response	934	998	2.0	2.1	2.46%	1.87%
Neighborhood Shuttles	9,965	10,787	5.3	5.7	6.02%	4.33%
System Total	11,190	12,292	4.4	4.7	5.37%	4.87%

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 10, 2021

RE: Financial Reports

Operating expenses for September were lower than budgeted (\$305,447 vs. \$352,046). The departments current fiscal year are as follows; Administrative (\$13,887), Maintenance (\$26,872) and Operations (\$-39,165).

Year to date the agency is pretty close to budget (\$1,055,193 vs. 1,056,788) at \$1,594 to the positive. For September, the highest expenses were the cost of tires, replacement of radio repeater equipment and CalPERS Retirement.

Farebox recovery rates for September is; 4.87% versus the 5.37% for the same reporting period last fiscal year. Staff will continue to monitor its expenses that help increase the farebox recovery rate.

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

MORONGO BASIN TRANSIT AUTHORITY
Statement of Expenditures - Cash Basis
During Fiscal Year ending 06/30/22
For Period Ending 09/30/21

Line	Administrative Exp.	FY 21/22 Budget	SEPT		Year to Date		Year to Date Variance	%
			Budget	Actual	Budget	Actual		
1	Mgmt. Salaries	\$ 120,082.00	\$ 9,237.08	\$ 9,073.06	27,711.23	\$ 25,595.06	2,116.17	8%
2	Office Salaries	\$ 170,125.00	\$ 13,086.54	10,851.28	39,259.62	32,574.07	6,685.55	17%
3	Board Members	\$ 6,300.00	\$ 525.00	0.00	1,575.00	600.00	975.00	62%
4	Payroll Taxes	\$ 7,888.00	\$ 606.77	447.56	1,820.31	1,352.12	468.19	26%
5	Health & Welfare	\$ 78,780.00	\$ 6,565.00	6,970.62	19,695.00	17,425.49	2,269.51	12%
6	Retirement: PERS	\$ 50,215.00	\$ 3,862.69	3,994.43	11,588.08	11,751.09	(163.01)	-1%
7	Mileage	\$ 5,000.00	\$ 416.67	54.88	1,250.00	626.08	623.92	50%
8	Outside Services	\$ 45,640.00	\$ 3,803.33	3,662.44	11,410.00	7,138.77	4,271.23	37%
9	Prof. Fees	\$ 58,796.00	\$ 4,899.67	224.60	14,699.00	18,077.20	(3,378.20)	-23%
10	Leases/Rents	\$ 5,712.00	\$ 476.00	185.86	1,428.00	507.58	920.42	64%
11	Utilities	\$ 105,078.00	\$ 8,756.50	13,835.66	26,269.50	28,717.60	(2,448.10)	-9%
12	Marketing/Promotions	\$ 40,493.00	\$ 3,374.42	5,319.21	10,123.25	10,709.49	(586.24)	-6%
13	Office Supplies	\$ 18,882.00	\$ 1,406.83	702.05	4,220.50	2,333.78	1,886.72	45%
14	Postage	\$ 2,400.00	\$ 200.00	78.38	600.00	309.61	290.39	48%
15	Printing/Reproduction	\$ 12,071.00	\$ 1,005.92	65.00	3,017.75	3,288.43	(270.68)	-9%
16	Training/Meetings	\$ 14,831.00	\$ 1,235.92	1,073.40	3,707.75	3,980.63	(272.88)	-7%
17	Interest Exp.	\$ 2,000.00	\$ 166.67	0.00	\$ 500.00	0.00	500.00	100%
18	Total Administrative	\$ 742,293.00	\$ 59,624.99	\$ 56,538.43	\$ 178,874.98	\$ 164,987.00	\$ 13,887.98	8%
Maintenance Expense								
19	Mechanic Salaries	\$ 161,375.00	\$ 12,413.46	11,770.85	37,240.38	\$ 35,129.62	2,110.76	6%
20	Misc. Work/Salaries	\$ 58,810.00	\$ 4,523.85	3,722.75	13,571.54	15,084.99	(1,513.45)	-11%
21	Payroll Taxes	\$ 3,730.00	\$ 286.92	296.46	860.77	771.16	89.61	10%
22	Health & Welfare	\$ 29,364.00	\$ 2,447.00	1,095.07	7,341.00	3,279.25	4,061.75	55%
23	Retirement: PERS	\$ 17,651.00	\$ 1,357.77	917.14	4,073.31	2,749.11	1,324.20	33%
24	Uniforms	\$ 2,500.00	\$ 208.33	190.25	625.00	606.31	18.69	3%
25	Outside Services	\$ 49,187.00	\$ 4,098.92	6,496.54	12,296.75	10,188.07	2,108.68	17%
26	Parts	\$ 56,329.00	\$ 4,694.08	3,172.04	14,082.25	7,805.96	6,276.29	45%
27	Fluids	\$ 15,259.00	\$ 1,271.58	191.84	3,814.75	1,815.18	1,999.57	52%
28	Tires	\$ 55,000.00	\$ 4,583.33	11,303.64	13,750.00	19,424.24	(5,674.24)	-41%
29	Accident Repair	\$ 26,369.00	\$ 2,197.42	0.00	6,592.25	0.00	6,592.25	100%
30	Tools	\$ 2,206.00	\$ 183.83	0.00	551.50	250.00	301.50	55%
31	Consulting	\$ 2,606.00	\$ 217.17	0.00	651.50	0.00	651.50	100%
32	Shop Supplies	\$ 4,000.00	\$ 333.33	184.33	1,000.00	221.28	778.72	78%
33	Facility Supplies	\$ 25,054.00	\$ 2,087.83	449.80	6,263.50	1,413.67	4,849.83	77%
34	Training/Meetings	\$ 6,174.00	\$ 514.50	0.00	1,543.50	0.00	1,543.50	100%
35	Shelter Maintenance	\$ 2,784.00	\$ 232.00	0.00	696.00	0.00	696.00	100%
36	CNG Stations Maint.	\$ 115,874.00	\$ 9,656.17	16,690.72	\$ 28,968.50	28,311.48	657.02	2%
37	Total Maintenance	\$ 634,272.00	\$ 51,307.50	\$ 56,480.43	\$ 153,922.50	\$ 127,050.32	\$ 26,872.18	17%
Operations Expense								
38	Mgmt/Supv Salaries	\$ 159,333.00	\$ 12,256.38	11,640.95	36,769.15	\$ 34,170.58	2,598.57	7%
39	Operator Wages	\$ 928,353.00	\$ 71,411.77	67,058.93	214,235.31	214,474.65	(239.34)	0%
40	Dispatch Wages	\$ 176,952.00	\$ 13,611.69	14,477.24	40,835.08	38,284.17	2,570.91	6%
41	Payroll Taxes	\$ 30,351.00	\$ 2,334.69	1,485.21	7,004.08	4,287.90	2,716.18	39%
42	Health & Welfare	\$ 444,904.00	\$ 37,075.33	29,215.77	111,226.00	89,660.80	21,565.20	19%
43	Retirement: PERS	\$ 229,799.00	\$ 17,676.85	16,394.47	53,030.54	129,907.62	(76,877.08)	-145%
44	Safety Incentive Program	\$ 8,800.00	\$ 733.33	0.00	2,200.00	0.00	2,200.00	100%
45	Workers'Comp	\$ 350,000.00	\$ 29,166.67	27,775.00	87,500.00	83,330.00	4,170.00	5%
46	Other Employee Exp.	\$ 19,988.00	\$ 1,665.67	1,428.53	4,997.00	4,614.05	382.95	8%
47	Mileage	\$ 1,850.00	\$ 154.17	0.00	462.50	197.34	265.16	57%
48	Uniforms	\$ 11,152.00	\$ 929.33	233.96	2,788.00	634.80	2,153.20	77%
49	Outside Services	\$ 16,635.00	\$ 1,386.25	156.00	4,158.75	775.08	3,383.67	81%
50	Tel/Cell/Internet/Fax	\$ 32,638.00	\$ 2,719.83	1,806.27	8,159.50	6,061.67	2,097.83	26%
51	Radio Expense	\$ 11,000.00	\$ 916.67	1,700.11	2,750.00	16,714.85	(13,964.85)	-508%
52	Fuel	\$ 192,506.00	\$ 16,042.17	15,877.28	48,126.50	40,348.23	7,778.27	16%
53	Trainings/Meetings	\$ 4,400.00	\$ 366.67	799.41	1,100.00	1,714.93	(614.93)	-56%
54	Insurance	\$ 360,933.00	\$ 30,077.75	-250.00	90,233.25	90,111.97	121.28	0%
55	Deferred Comp Match	\$ 33,660.00	\$ 2,589.23	2,629.24	\$ 8,415.00	7,887.72	527.28	6%
56	Total Operations	\$ 3,013,254.00	\$ 241,114.45	\$ 192,428.37	\$ 723,990.65	\$ 763,156.36	\$ (39,165.71)	-5%
57	Grand Total of Op Exp	\$ 4,389,819.00	\$ 352,046.94	\$ 305,447.23	\$ 1,056,788.13	\$ 1,055,193.68	\$ 1,594.45	0%

MORONGO BASIN TRANSIT AUTHORITY
Statement of Income
09/30/21

Other Revenue			SEPT		YTD Bdgt	YTD Actual		
1	Interest	\$ 152.00	12.67	5.69	38.00	\$ 701.87	\$ 663.87	1747%
2	Other Revenue	\$ 3,000.00	250.00	481.61	750.00	881.61	\$ 131.61	18%
3	CNG Fuel	\$ 17,487.00	1,457.25	4,322.40	4,371.75	10,427.43	\$ 6,055.68	100%
4	Gain on Sale of Assets	\$ -	0.00	0.00	0.00	0.00	-	0%
5	Total Other Revenue	\$ 20,639.00	\$ 1,719.92	\$ 4,809.70	\$ 5,159.75	\$ 12,010.91	\$ 6,851.16	133%

Passenger Fares			SEPT		YTD Bdgt	YTD Actual		
6	Fixed Route	\$ 128,000.00	10,666.67	8,989.22	32,000.00	35,614.95	\$ 3,614.95	11%
7	Ready Ride	\$ 40,000.00	3,333.33	985.48	10,000.00	8,791.69	\$ (1,208.31)	-12%
8	Palm Spr./Palm Des.	\$ 18,000.00	1,500.00	4,213.32	4,500.00	11,783.29	\$ 7,283.29	162%
9	Office Passes	\$ 14,000.00	1,166.67	683.00	3,500.00	2,812.50	\$ (887.50)	-20%
10	Total Fare Revenue	\$ 200,000.00	\$ 16,666.67	\$ 14,871.00	\$ 50,000.00	\$ 59,002.43	\$ 9,002.43	18%

Current Support Funding - Operations				Received	Prior FY	Received	Balance Due
11	Local Transit Funds	\$ 3,834,010.00				\$ 958,502.50	\$ 2,875,507.50
12	Section 5311 Operating Asst	\$ 437,331.00					\$ 437,331.00
13	Measure I	\$ 140,500.00				\$ 40,879.43	\$ 99,620.57
14	AB 2766	\$ 40,000.00					\$ 40,000.00
15	Total Sup. Fund.Ops	\$4,451,841.00		\$ -		\$ 999,381.93	\$ 3,452,459.07
16	Total Operating Revenues	\$ 4,672,480.00		\$ 19,680.70		\$ 1,070,395.27	\$ 3,468,312.66

Prior Year Support Funding - Operations			Grant Amt		Received	Prior FY	Received	Balance Due
17	Section 5311 Operating Asst FY20	\$ 421,203.00			\$ 421,203.00		\$ 421,203.00	\$ -
18	Section 5311 Operating Asst FY21	\$ 437,331.00						\$ 437,331.00
19	Total Prior Year Operating Revenues	\$ 858,534.00	\$ -		\$ 421,203.00	\$ -	\$ 421,203.00	\$ 437,331.00

Current Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
20	Operations Support Equip	STA FY22	\$ 25,000.00				\$ 25,000.00	\$ -
21	Cashless Fare System (TT)	STA FY22	\$ 103,200.00		\$ 103,200.00		\$ 103,200.00	\$ -
22	Vehicle Replacements	STA FY22 / CMAQ	\$ 287,076.00					\$ 287,076.00
23	Bike Lockers	ART 3	\$ 30,181.00					\$ 30,181.00
24	Engine Overhauls	SGR	\$ 35,000.00					\$ 35,000.00
25	Shop Equipment	SGR	\$ 15,000.00					\$ 15,000.00
26	Facility Facelift Repairs	SGR	\$ 38,115.00					\$ 38,115.00
27	Shop Vehicle Replacement	SGR	\$ 39,000.00					\$ 39,000.00
28	Zero Emission Pilot	LCTOP	\$ 86,421.00		\$ 86,421.00		\$ 86,421.00	\$ -
29	Total Current Capital Funding		\$ 658,993.00		\$ 189,621.00	\$ -	\$ 189,621.00	\$ 469,372.00

Prior Year Capital Funding - Capital			Grant Amt		Received	Prior FY	Received	Balance Due
30	29Palms CNG Station	LTF FY18	\$ 130,000.00					\$ 130,000.00
31	Add'l Bus Stop Improv	STA FY15 Realloc	\$ 235,153.00		\$ 8,719.05	\$ 219,914.73	\$ 10,304.05	\$ 4,934.22
32	AVL/GPS Equipment	STA FY17	\$ 6,000.00					\$ 6,000.00
33	AVL/GPS Equipment	STA FY19	\$ 85,000.00					\$ 85,000.00
34	Bus Stop Improvements	SGR FY21 / LCTOP	\$ 145,124.00		\$ 38,164.02	\$ 100,127.00	\$ 38,164.02	\$ 6,832.98
35	Bus Stop Improvements	STA FY19	\$ 70,000.00					\$ 70,000.00
36	Bus Wash System	STA FY20	\$ 67,950.00					\$ 67,950.00
37	Bus Wash System	STA FY21	\$ 7,500.00					\$ 7,500.00
38	Class H Replacement Vehicles	CMAQ	\$ 1,214,400.00					\$ 1,214,400.00
39	Cost Allocation Study	STA FY19	\$ 20,000.00			\$ 17,481.00		\$ 2,519.00
40	Disp & Maint Equip	STA FY21	\$ 10,000.00					\$ 10,000.00
41	Disp & Maint Equipment	STA FY17	\$ 10,000.00		\$ 1,615.83	\$ 7,334.07	\$ 2,665.50	\$ -
42	Disp & Maint Equipment	STA FY18	\$ 10,000.00		\$ 8,491.98	\$ 1,508.02	\$ 8,491.98	\$ -
43	Disp & Maint Equipment	STA FY19	\$ 10,000.00		\$ 7,067.19		\$ 7,067.19	\$ 2,932.81
44	Disp & Maint Equipment	STA FY20	\$ 10,000.00					\$ 10,000.00
45	Enclosed Bike Racks	ART 3	\$ 29,380.00					\$ 29,380.00
46	Engine Overhauls	LTF FY18	\$ 75,000.00			\$ 18,750.00		\$ 56,250.00
47	Engine Overhauls	SGR FY21	\$ 25,000.00		\$ 8,644.00	\$ 16,356.00	\$ 8,644.00	\$ -
48	Engine Overhauls	STA FY19	\$ 30,000.00			\$ 9,029.94	\$ 2,266.95	\$ 18,703.11
49	Engine Overhauls	STA FY20	\$ 25,000.00					\$ 25,000.00
50	Fare Media Structure	STA FY21	\$ 50,000.00					\$ 50,000.00
51	JT Facility Upgrade	STA/LTF FY16	\$ 6,163.00			\$ 2,548.00		\$ 3,615.00
52	Landscape & Lighting	STA FY11 Realloc	\$ 15,000.00			\$ 13,777.00		\$ 1,223.00
53	REI Equipment	LTF FY15 Realloc	\$ 5,000.00			\$ 4,240.00		\$ 760.00
54	Shop Equipment	STA FY20	\$ 25,000.00			\$ 23,926.95	\$ 1,073.05	\$ -
55	Short Range Transit Plan	STA FY19	\$ 107,000.00			\$ 87,770.12		\$ 19,229.88
56	Twentynine Palms Land	LTF FY18	\$ 90,000.00			\$ 6,706.95		\$ 83,293.05
57	Vehicles: 1 Class E	STA FY19	\$ 68,368.00				\$ 215.26	\$ 68,152.74
58	Vehicles: 5 Replacements	CMAQ / STA	\$ 1,025,275.00			\$ 647,556.32	\$ 1,809.00	\$ 375,909.68
59	Video Surveillance	LTF FY18	\$ 20,000.00					\$ 20,000.00
60	Total Prior Capital Funding		\$1,636,186.00		\$72,702.07	\$856,984.37	\$80,701.00	\$1,998,868.27

FY 21/22 Procurement Budget		SEPT		Year to Date		Balance Due
	Grant Amt	Sent	Received	Sent	Received	
61	Procurement Bid Income	\$ 275,000.00	\$ 11,955.22		\$ 71,660.79	\$ 203,339.21
62	Procurement Bid Expenses	\$ (135,000.00)	\$ 7,859.20	\$ 58,816.72		\$ (76,183.28)
63	TAG Program	\$ (50,000.00)				\$ (50,000.00)
64	Total Procurement Budget	\$ 90,000.00	\$ 7,859.20	\$ 11,955.22	\$ 58,816.72	\$ 71,660.79

FY 21/22 TREP Budget		Grant Amt	Sent	Received	Sent	Received	Balance Due
65	5310 TREP Revenue	Balance	\$ 96,037.97			\$ 18,753.98	\$ 77,283.99
66	Program Administrator		\$ (7,405.00)	\$ 126.99	\$ 338.64		\$ (7,066.36)
67	Client Relations Clerk		\$ (34,663.00)	\$ 2,741.20	\$ 5,482.40		\$ (29,180.60)
68	Mileage Reimbursements		\$ (75,600.00)	\$ 2,748.51	\$ 6,796.21		\$ (69,803.79)
69	Total TREP Funding		\$ (21,630.03)	\$ 5,616.70	\$ -	\$ 11,617.25	\$ 18,753.98

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Expenditures
During Fiscal Year ending 6/30/22
For Period ending 9/30/21

Line		FY 21/22	MONTH	SEPT	Year to Date		Year to Date	
		Budget	Budget	Actual	Budget	Actual	Variance	%
	Administrative Exp.							
1	Legal Expenses	0.00	0.00	0.00	0.00	0.00	\$ -	0%
2	Insurance	3,000.00	250.00	250.00	750.00	750.00	\$ -	0%
3	Taxicab Administrator	2,496.00	208.00	179.31	624.00	558.60	\$ (65.40)	-10%
4	Office Clerk	2,500.00	208.33	83.66	625.00	448.68	\$ (176.32)	-28%
5	Drug & Alcohol Testing	500.00	41.67	0.00	125.00	0.00	\$ (125.00)	-100%
6	Background Checks	200.00	16.67	64.00	50.00	64.00	\$ 14.00	28%
7	Printing/Office/Meters	250.00	20.83	56.00	62.50	110.00	\$ 47.50	76%
8	Rent & Utilities	2,400.00	200.00	200.00	600.00	600.00	\$ -	0%
9	Total Administrative Exp.	\$ 11,346.00	\$ 945.50	\$ 832.97	\$ 2,836.50	\$ 2,631.28	\$ (305.22)	-11%

MORONGO BASIN TRANSIT AUTHORITY
TAXI ADMINISTRATION
Statement of Income

Line		FY 21/22	MONTH	SEPT	Year to Date		Variance	%
		Budget	Budget	Actual	Budget	Actual		
	REVENUE							
10	Driver Permit Fees	500.00	41.67	0.00	125.00	0.00	\$ (125.00)	-100%
12	Vehicles Permit Fees	6,000.00	500.00	300.00	1,500.00	1,000.00	\$ (500.00)	-33%
13	Driver Renewal Fees	480.00	40.00	0.00	120.00	0.00	\$ (120.00)	-100%
14	Transfer Fees	0.00	0.00	0.00	0.00	0.00	\$ -	100%
15	Fines	100.00	8.33	0.00	25.00	0.00	\$ (25.00)	-100%
16	TOTAL REVENUE	\$ 7,080.00	\$ 590.00	\$ 300.00	\$ 1,770.00	\$ 1,000.00	\$ (770.00)	-44%

\$ (1,531.28)

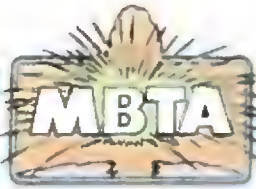
MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager
DATE: November 12, 2021
RE: Administrative Report



STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.7



MORONGO BASIN TRANSIT AUTHORITY

November 11, 2021

ADMINISTRATIVE REPORT

This administrative report includes information for the following month(s): September

Audits

Eide Bailey presented MBTA with the draft financial and single audit reports for review. Once staff has completed the document review, Eide Bailey will finalize the report for filing. We remain confident that this will be concluded in the coming weeks. Once the final has been received staff will present the results to the Board.

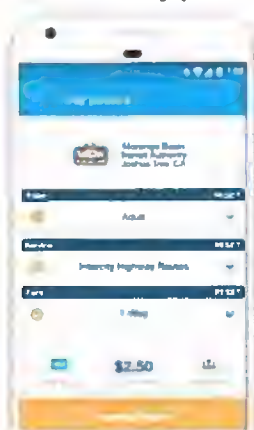
Projects

On November 1st, MBTA did a soft rollout of the cashless fare system Token Transit. A hard launch will take place on November 15th. Staff will continue to market this new system and will provide the Board with an update on its success at a future board meeting.

Get your bus passes instantly with Token Transit



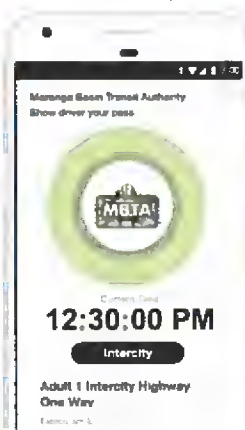
Purchase any pass



Tap to activate



Show driver phone



Coming November 15th

Download on the
App Store

GET IT ON
Google Play

Apple and the Apple logo are trademarks of Apple Inc., registered in the U.S. and other countries. App Store is a service mark of Apple Inc., registered in the U.S. and other countries. Google Play and the Google Play logo are trademarks of Google Inc.

NEW: Send-A-Pass to a friend at
tokentransit.com/send
Buy anyone a bus pass and have it
sent directly to smartphone.

 Token Transit



Marketing

Over the past several months, MBTA and other county transit operators were engaged in a marketing campaign focused on welcoming riders back that quit riding due to the effects of the pandemic. This was a three-phase approach that ended with a Car Free Day. Every operator within the county offered their services for free on this day. MBTA recorded a total of 468 trips provided.



ESTABLISHED IN 1926

800 S. Santa Anita Avenue
Arcadia, California
91006-3555

Tel: 626.254.5000
Fax: 626.294.1077

November 3, 2021

Joe G. Meer
Director of Purchasing
Morongo Basin Transit Authority
62405 Verbena Road
Joshua Tree, CA 92252

Dear Mr. Meer:

Pacific Clinics would like to extend its deepest gratitude to the Morongo Basin Transit Authority Board for your transportation assistance grant of 800 day passes and 12 monthly passes.

This generous donation will help low-income adults in varying levels of mental health recovery access counseling, support groups, and programs at our Family Resource Center, Military Family Support Center, and Morongo Basin Clubhouses to meet their employment, physical health, education, and housing needs.

We are honored to partner with the Morongo Basin Transit Authority to accomplish the good work of our agency. We look forward to sharing our outcomes with you in our final report. Once again, thank you for helping Pacific Clinics to change lives in impactful ways.

If you have any questions/concerns, please contact Samanthi Gamage, Director of Institutional Giving at sgamage@pacificclinics.org/626-684-0378.

With appreciation,

James J. Balla
Chief Executive Officer

JJB:yn

*In accordance with IRS regulations, donations to Pacific Clinics are tax-deductible to the full extent allowed by law.
Our Taxpayer I.D. is 95-1644034. Please retain this letter for your tax purposes.*



6162 Rotary Way, P.O. Box 1398, Joshua Tree, CA 92252-0879
760.366.3791 ext. 4200


October 11, 2021


Morongo Basin Transit Authority
P.O. Box 1717 62405 Verbena Rd
Joshua Tree, CA 92252

Dear Mr. Meer,

It is with great appreciation that we received your investment of \$8,000.00 on 10/11/2021 in support of the Transportation (MBTA). Your generosity is vital to the success of our students and I thank you for committing to making a difference in the lives of those students. This letter serves as your receipt; Copper Mountain College Foundation is a 501c(3) tax exempt organization, IRS Section 170(b)(2)(iii) for both federal and state tax purposes. No goods or services were provided to you in consideration of this gift. Our federal tax identification number is 95-3778234.

Sincerely,

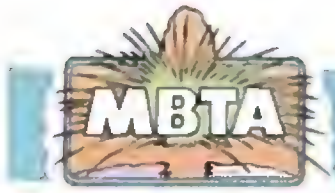

Sandy Smith
Executive Director
Copper Mountain College Foundation

*Thank you for always
supporting
our Students +
-this
Community*


MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager
FROM: Matthew Atkins, Operations Manager
DATE: November 12, 2021
RE: Operations Report

STAFF RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY



November 11, 2021

Operations Report

PERSONNEL

Staffing

Total Coach Operators – September – 22

Total Dispatchers – September – 4

Overtime

Operators – September – 6.13%

Dispatchers – September – 22.98%

(Coverage for Drivers out on medical leaves)

OPERATIONS/ SAFETY/ CUSTOMER SERVICE

On time performance for the reporting period:

Ready Ride – September – 97.0%

Fixed Route – September – 89.1%

Staff received 3 customer contacts for September. These contacts were recorded as two (2) complaints about drivers and one (1) complaint about another passenger. All complaints have been addressed with driver follow up as necessary.

As of September 30, 2021, MBTA completed 43 days free of any preventable accidents and /or injuries.

EMPLOYEE TRAINING/RECRUITMENT

Training staff has successfully completed training with three new hires. All three have obtained their commercial license and are currently training on routes while driving others they are familiar with. Operations and Training staff identified one more additional new hire that is already fully licensed and is in the process of finishing up the classroom instruction and preparing for the behind the wheel training. With the addition of these four operators, MBTA will be resuming regularly scheduled routes on Monday, 11/15/21.

MAINTENANCE

The following is the maintenance mileage, road call and cost per mile information for September:

September - 1 road calls and 0 tows

Mileage – 55,922 with a CPM (cost per mile) of \$0.99

TAXI

September:

Cab Companies – 3

Registered Cabs – 6


Registered Drivers - 7

New Driver Permits – 0

Permit Renewals – 0

Denied Applications – 0

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark, Goodale, General Manager 
DATE: November 12, 2021

RE: LCTOP Reauthorization

Staff requests the Board to authorize a new LCTOP Agent and update the Certification & Assurances allowing the interim General Manager to execute and submit documents on behalf of the MBTA.

**STAFF RECOMMENDATION: REAUTHORIZE AGENT AND UPDATE
CERTIFICATION AND ASSURANCES**



**FY 2020-2021 LCTOP
Authorized Agent**

AS THE Chairperson

(Chief Executive Officer/Director/President/Secretary)

OF THE Morongo Basin Transit Authority

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Cheri Holsclaw, General Manager

OR

(Name and Title of Authorized Agent)

Click here to enter text.

OR

(Name and Title of Authorized Agent)

Click here to enter text.

OR

(Name and Title of Authorized Agent)

Click here to enter text.

OR

(Name and Title of Authorized Agent)

Daniel L. Mintz Sr

Chairperson

(Print Name)

(Title)

(Signature)

Approved this 18 day of November, 2021



FY 2020-2021 LCTOP Certifications and Assurances

Lead Agency: Morongo Basin Transit Authority

Project Title: Zero Emission Vehicle

Prepared by: Cheri Holsclaw, General Manager

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.
8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).



FY 2020-2021 LCTOP

9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. The Lead Agency must submit the following LCTOP reports:
 - a. Semi-Annual Progress Reports by May 15th and November 15th each year.
 - b. A Close Out Report within six months of project completion.
 - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
 - d. Project Outcome Reporting as defined by CARB Funding Guidelines.
 - e. Jobs Reporting as defined by CARB Funding Guidelines.
2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
 - b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with



FY 2020-2021 LCTOP

Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs subject to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times



FY 2020-2021 LCTOP

during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.


Cheri Holsclaw
(Print Authorized Agent)

General Manager
(Title)

(Signature)

(Date)

MORONGO BASIN TRANSIT AUTHORITY


TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 10, 2021

RE: End-of-Year Employee Recognition

Each year the General Manager recognizes all MBTA employees for their efforts and hard work throughout the year and distributes a fifty dollar (\$50) check as a thank you for their contributions.

RECOMMENDATION: APPROVE \$50 END-OF-YEAR RECOGNITION TO EACH MBTA EMPLOYEE

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, GM 
DATE: November 10, 2021

RE: Transportation Development Act (TDA) Triennial Performance Audit for
fiscal year 2017/18 – 2019/20

In order to continue receipt of Transportation Development Act (TDA) funding, the California Public Utilities Code (PUC) Sections 99246(a) and 99248 require that San Bernardino County Transportation Authority (SBCTA) designate an entity, other than itself, to perform triennial performance reviews on each of the transit operators that receive TDA funding, including SBCTA. These audits are subsequently submitted to the California Department of Transportation (Caltrans).

Last October the SBCTA Board of Directors approved a contract with Michael Baker International to conduct the triennial performance reviews of SBCTA and its county transit operators.

The following summary includes a review of compliance with the TDA requirements, status of prior audit recommendations and a functional review.

Prior Audit Recommendations and Status

1. Review opportunities for increasing local revenue to boost farebox recovery.

Status: Implemented

MBTA boosted local revenue generation efforts during the audit period. The audited annual financial reports identify and incorporate local revenues toward the farebox, and as allowed by SBCTA. To that end, MBTA has supported local revenues through the sale of retired and disposed vehicles; application and award of Low Carbon Transit Operations Program (LCTOP) funding to cover the federal match to operate the RoadRunner Shuttle Service to the Joshua Tree National Park; and receipt of LCTOP funding award to subsidize the fares for Copper Mountain College students for two consecutive cycles (FY 2019/20 and FY 2020/21).

2. Update Performance Monitoring contained in the Short-Range Transit Plan (SRTP).

Status: Implemented

MBTA released a Request for Proposals in October 2018 for the development of a SRTP for FYs 2020-2024. The SRTP scope of work included the modification of service policies, goals, and objectives, including performance standards by which to measure current and future performance. The SRTP, adopted in June 2020, provides preferred outcome metrics summarized as active indicators of dynamic performance of system functions, such as transportation operations, maintenance, and administration.

3. Consider implementation of enhanced electronic and mobile trip planning tools.

Status: Implemented

In FY 2019/20, MBTA went through an expansive marketing campaign that included the redevelopment of its current website. This redevelopment included a more user-friendly interactive map that included an update to its GIS platform, which complements the implementation of a trip planner (www.mbtabus.com). MBTA has been involved in the procurement efforts of this technology. The recent events attributed to the COVID-19 pandemic has slowed the progression due to the 60 percent reduction in ridership.

4. Explore additional Compressed Natural Gas (CNG) fuel sales to the public.

Status: Implemented

MBTA has kept its CNG fueling prices competitive in the area. MBTA ensures that the equipment continues to be operational and accessible to the general public. Burrtec Waste Management, County of San Bernardino (Public Works), and City of Twentynine Palms have an account set up with MBTA to purchase fuel.

Current Recommendations:


1. Ensure accident, incident and road call data are reported in TransTrack Manager. Auditor Comments: MBTA has been proficient in its utilization of TransTrack Manager in the reporting of system performance metrics. While reportable accident data are reported in the National Transit Database (NTD), they did not get transferred into TransTrack. In addition, although the incidents of road calls were negligible during the audit period, they were not reported. It is suggested that data for these vehicle performance categories be included in TransTrack.
2. Consider merits of procuring new fleet management software that would be compatible with other programs used by MBTA. Auditor Comments: MBTA's maintenance department appears to run efficiently and effectively. Systems have been in place to ensure that vehicles are serviced within the regularly scheduled intervals. The lead technician/shop supervisor has been quite resourceful in streamlining maintenance practices and ensuring that parts are ordered as needed. The Zonar electronic fleet management system is used for pre-trip and post-trip

inspections, whereas the Fleet Controller program is used to track vehicle service history and flag those ready for preventive maintenance inspections. As part of the Fleet Controller program, the Parts Controller module tracks parts inventory and generates purchase orders. The lead technician indicated the need to upgrade or replace the Fleet Controller program. With MBTA looking to adopt Zero Emissions Vehicle (ZEV) technologies, as well as upgrade other facets of its operations, it is suggested that MBTA consider the procurement of a new fleet management system.

3. Consult and collaborate with peer transit agencies regarding the implementation of ZEV technologies. Auditor Comments: The SBCTA, in collaboration with the Center for Sustainable Energy, released the *San Bernardino County Zero-Emission Vehicle Readiness and Implementation Plan* in August 2019. The ZEV Plan inventories current ZEV infrastructure and usage in San Bernardino County and projects future demand and infrastructure requirements. In response to the ZEV Plan, MBTA has been gathering data in order to discern the best type of ZEV to procure, which will in turn determine the type of charging infrastructure required. MBTA has submitted an LCTOP grant application for the procurement of a battery electric van. A query of peer agencies that have embarked on the implementation of ZEV technologies could prove helpful in the evaluation process. Those peer agencies would include neighboring transit systems such as SunLine and VVTA.

STAFF RECOMMENDATION: RECEIVE AND FILE

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark Goodale, General Manager 
DATE: November 11, 2021

RE: Transit Operating, Capital Plan Reallocation

During the development of the fiscal year 18's budget staff programmed \$83K to pay for land acquisition in Twentynine Palms. Since then, discussion has taken place to reallocate these dollars to cover the cost of the upcoming agency rebranding project and use the less restrictive procurement account funds to purchase the land.

- Reallocate LTF L18-MBT-17 Twentynine Palms Land of \$83,293 to FY22 MBTA Rebranding.

STAFF RECOMMENDATION: APPROVE REVISIONS TRANSIT OPERATING AND CAPITAL PLAN; AUTHORIZE STAFF TO FILE TRANSIT CLAIM

San Bernardino County Transportation Commission
FY 2021/2022 Transit System Claim Form
AMENDED Summary Claim
Local Transportation Fund and State Transit Assistance Fund

Claimant: Morongo Basin Transit Authority
Address: 62405 Verbena Road
Joshua Tree, CA 92252
Contact
Person: Mark Goodale, General Manager
(Name and Title)

Phone No: 760-366-2986

I verify that the information on the Claim Form is true and accurate to the best of my knowledge.

Signed: _____
(Director of Finance)

Date: 11/18/2021

Purpose
(X) Article 4 Public Transit Service (PUC 99260a)
() Article 4 Rail Passenger Service (PUC 99260.6)
() Article 6.5 STA for Operating Purposes (PUC 99314.6)
(X) Article 6.5 STA for Capital Purposes (PUC 99313.3)
() Article 8 Contract Transit Service (PUC 99400c)

Amount	
\$	3,834,010
\$	-
\$	-
\$	153,904
\$	-

Requested Claim Amount:
LTF Operations
LTF Capital

Total LTF:

Amount	
\$	3,834,010
\$	-
\$	3,834,010

STA 99313 Population Share for Capital Purposes
STA 99313 Population Share for Operations (must pass efficiency standard)
STA 99314 Operator Share for Capital Purposes
STA 99314 Operator Share for Operations (must pass efficiency standard)

Total STA:

\$	104,347
\$	-
\$	49,557
\$	-
\$	153,904

GRAND TOTAL

\$	3,987,914
----	-----------

**San Bernardino County Transportation Commission
FY 2021/2022 Transit System Claim
Apportionment Area(s)**

Claimant: Morongo Basin Transit Authority

Apportionment Area/Jurisdictions	Total LTF	LTF Operations	LTF Capital
Article 4 County of San Bernar	\$ 1,264,196	\$ 1,264,196	
Article 4 Town of Yucca Valley	\$ 1,109,690	\$ 1,109,690	
Article 4 City of Twentynine Pa	\$ 1,460,124	\$ 1,460,124	
	\$ -		
	\$ -		
Total	\$ 3,834,010	\$ 3,834,010	\$ -

STA Share	Total STA	STA Operations	STA Capital
99313 Population Share	\$ 104,347	\$ -	\$ 104,347
99314 Operator Share	\$ 49,557	\$ -	\$ 49,557
Total	\$ 153,904	\$ -	\$ 153,904

Total TDA Funding	Total Operations	Total Capital
\$ 3,987,914	\$ 3,834,010	\$ 153,904

San Bernardino County Transportation Commission

FY 2021/2022 Transit System Claim

Capital Project Detail

Ongoing Capital Projects

(please include project information from prior years and remaining balances)

Fiscal Year	Allocation No	Project Title	STA Balance	LTF Balance	Remaining Balance
2013/2014	14-01-MBT-B	Landscape & Lighting Enhancements	\$ 1,223		\$ 1,223
FY 2014 Grand Total:			\$ 1,223	\$ -	\$ 1,223

2014/2015	15-15-MBT-B	Add'l Bus Stop Improvements	4,934		\$ 4,934
2014/2015	S-1503-21	REI Equipment		760	\$ 760
FY 2015 Grand Total:			\$ 4,934	\$ 760	\$ 5,694

2015/2016	16-01-MBT-B	JT Facility Upgrade	356	1,265	\$ 1,621
FY 2016 Grand Total:			\$ 356	\$ 1,265	\$ 1,621

2016/2017	17-02-MBT-B	AVL/GPS Equipment	6,000		\$ 6,000
2016/2017	S17-MBT-B	JT Facility Upgrade	1,994		\$ 1,994
FY 2017 Grand Total:			\$ 7,994	\$ -	\$ 7,994

2017/2018	L18-MBT-17	Engine Overhauls		56,250	\$ 56,250
2017/2018	L18-MBT-17	Twentynine Palms Land		0	\$ -
2017/2018	L18-MBT-17	Twentynine Palms CNG Station		130,000	\$ 130,000
2017/2018	L18-MBT-17	Video Surveillance		20,000	\$ 20,000
FY 2018 Grand Total:			\$ -	\$ 206,250	\$ 206,250

Fiscal Year	Allocation No	Project Title	STA Balance	LTF Balance	Remaining Balance
2018/2019	S19-MBTA-01-B	Dispatch & Maint Office Equipment	2,933		\$ 2,933
2018/2019	S19-MBTA-01-B	Engine Overhauls	18,703		\$ 18,703
2018/2019	S19-MBTA-01-B	AVL/GPS Equipment	85,000		\$ 85,000
2018/2019	S19-MBTA-01-B	Bus Stop Improvements	70,000		\$ 70,000
2018/2019	S19-MBTA-01-B	Short Range Transit Plan	19,230		\$ 19,230
2018/2019	S19-MBTA-01-B	Cost & Revenue Allocation Study	2,519		\$ 2,519
2018/2019	S19-MBTA-01-B	1 Class E (5339 Match)	68,153		\$ 68,153
FY 2019 Grand Total:			\$ 266,538	\$ -	\$ 266,538

San Bernardino County Transportation Commission

FY 2021/2022 Transit System Claim

Capital Project Detail

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2019/2020	S20-MBT-03-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2019/2020	S20-MBT-03-B	Engine Overhalls	25,000		\$ 25,000
2019/2020	S20-MBT-03-B	Bus Wash System	67,950		\$ 67,950
2019/2020	S20-MBT-03-B	Staff Vehicle Replacements	187		\$ 187
FY 2020 Grand Total:			\$ 103,137	\$ -	\$ 103,137

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2020/2021	S21-MBT-03-B	Dispatch & Maint Office Equipment	10,000		\$ 10,000
2020/2021	S21-MBT-03-B	Fare Media Structure	50,000		\$ 50,000
2020/2021	S21-MBT-03-B	Bus Wash System	7,500		\$ 7,500
FY 2021 Grand Total:			\$ 67,500	\$ -	\$ 67,500

Total Ongoing Capital Project Funding \$ 451,681.95 \$ 208,275.00 \$ 659,956.95

New Capital Project Detail

(please indicate funding that is being requested for projects in FY 2021/2022)

Fiscal Year	Allocation No	Project Title	STA Amount Requested	LTF Amount Requested	Project Total
2021/2022	To Be Determined	Operations Support Equipment	25,000		\$ 25,000
2021/2022	To Be Determined	Vehicle Replacements	111,501		\$ 111,501
2021/2022	To Be Determined	Bus Stop Improvements	17,403		
2021/2022	To Be Determined	MBTA Rebranding		83,293	\$ 83,293
FY 2022 Grand Total:			\$ 153,904	\$ 83,293	\$ 219,794

Grand Total Capital Funding \$ 605,585.95 \$ 291,568.00 \$ 879,750.95

MORONGO BASIN TRANSIT AUTHORITY

TO: Mark Goodale, General Manager
FROM: Cheri Holsclaw, Office Manager
DATE: October 18, 2021

RE: Transportation Reimbursement Escort Program (TREP) Update

TREP is a mileage reimbursement transportation program designed to provide an incentive for volunteer drivers to assist eligible individuals who are unable to access public transportation or drive by providing necessary, escorted transportation.

This program began January 4, 2018 using 5310 grant funding that allows MBTA to provide an additional resource to help fill transportation gaps that exists in the Basin, helping people in accessible parts of MBTA's service area get to town for lifeline services until Dec 31, 2022.

TREP KEY POINTS

- TREP Committee reviews applications: Patrick Ferree & Ben Sasnett
- Once forms are verified for eligibility, MBTA allocates:
 - A monthly mileage limit of 300 miles
 - Mileage reimbursement rate of 30 cents per mile
- The Rider is responsible for recruiting their volunteer driver.
- The Rider keeps track of the trips and miles driven to transport them.

PROGRAM TOTAL INFORMATION

We have 157 TREP Clients.

284,132 miles have been reimbursed since January 2018.

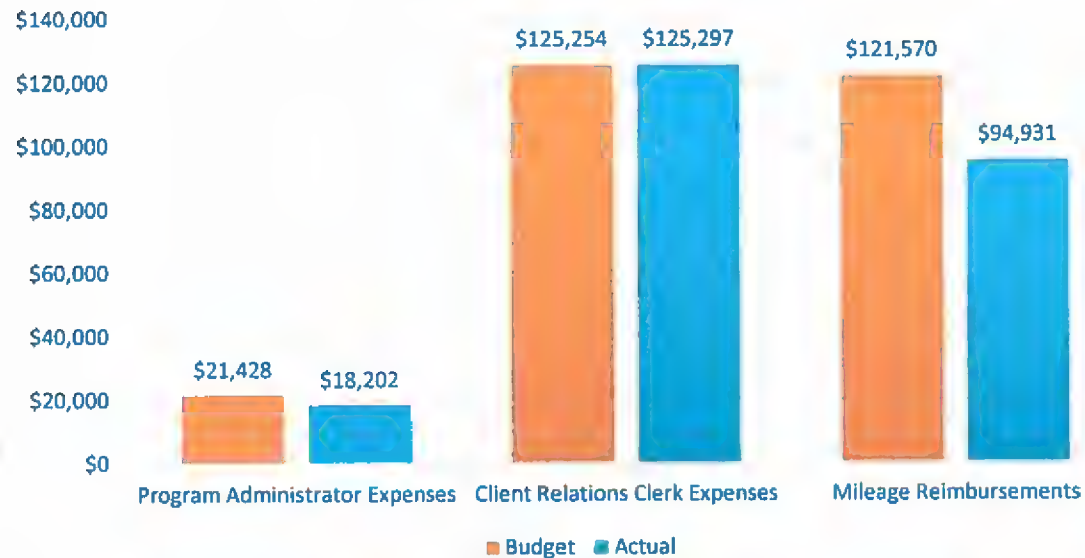


Total Number of Trips



	Revenue	Expense	Balance
5310 Grant Original	\$180,117		
5310 Grant Extended	\$235,336		
Program Administrator		\$18,202	
Client Relations Clerk		\$125,297	
Mileage Reimbursements		\$94,931	
Total	\$415,453	\$238,430	\$177,023


Budget vs Actual Expenses



RECOMMENDATION: RECEIVE AND DISCUSS AS NECESSARY

ITEM 5.13

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark, Goodale, General Manager 
DATE: November 9, 2021

RE: MBTA Sub Committee Assignments

The MBTA has the following standing Sub Committees:

Technical Advisory/Budgets

City/Town Managers, Open position

Facilities & Real Estate Advisory (Ad Hoc)

Merl Abel, McArthur Wright

Marketing

Jeff Drozd, Ellen Jackman

Personnel

Chair, City/Town Managers

Taxicab

Ben Sasnett, Daniel L Mintz, Sr.

Transportation Assistance Grant (TAG) Program

McArthur Wright, Ellen Jackman


Management Oversight Committee

Merl Abel, Open position

Staff requests that Board Members discuss and assign or reassign members.

STAFF RECOMMENDATION: DISCUSS AND ASSIGN BOARD MEMBERS AS APPROPRIATE

MORONGO BASIN TRANSIT AUTHORITY

TO: Board of Directors
FROM: Mark, Goodale, General Manager 
DATE: November 11, 2021

RE: Bike Locker and Installation Project

In July 2021, the board approved a resolution that allowed staff to submit an Article 3 grant request in the amount of \$30,181 to fund a bicycle locker project at our transit centers in 29 Palms and Yucca Valley. On November 3rd, staff received a notice from SBCTA informing that MBTA's aforementioned project had been approved.

With the recent funding approval, staff would like to proceed with the following:

1. Submit a purchase order to Turtle Storage, LTD for bike lockers,
2. Obtain three quotes and award the installation project to the most responsible and cost conscience firm based on the attached engineer's installation estimate.

STAFF RECOMMENDATION: AUTHORIZE STAFF TO PURCHASE BIKE LOCKERS AND AWARD INSTALLATION CONTRACT TO THE LOWEST RESPONSIBLE FIRM.

November 3, 2021

Mr. Mark Goodale, General Manager

Transmitted via email to: mark@mbtabus.com, cheri@mbtabus.com

Re: 2021 TDA Article 3 Award – Morongo Basin Transit Authority

Dear Mr. Goodale,

Congratulations! It is our pleasure to inform you that the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) approved funding in the amount of \$30,181 from the Transportation Development Act (TDA), Article 3 Transit Stop Access Program, for your Bus Stop Project(s):

Transit Center Bicycle Lockers – 29 Palms & Yucca Valley

For your convenience, attached is the Award List presented to the Board.

Within six months (before May 3, 2022) of funding award notification, or prior to requesting reimbursements of funds, whichever comes first, a one-time submittal of a (1) Claim Form and (2) Authorizing Resolution is required. Forms and a sample resolution can be found at www.gosbcta.com/tda3 under the section title Claims. Additionally, once all required forms are completed, they should be submitted at www.gosbcta.com/tda3 under the section title Claims by clicking on the *Submit Claim Form & Resolution button*.

Please note that the TDA Article 3 award is considered a grant and is paid through a reimbursement process. Progress payments may be requested for project awards over \$200,000. The award is for a maximum reimbursable amount. The SBCTA Board set the period of time for completion of your project to comply with TDA provisions, therefore this project must be completed by June 30, 2025.

Again, congratulations on being successful with your project. We look forward to the completion of your project. Should you have any questions please contact me at (909) 884-8276 or nstrickert@gosbcta.com.

Sincerely,



Nancy Strickert
Transit Manager



TURTLE STORAGE, LTD.

dba. American Bicycle Security Company
Composite Plastic Products

P.O. Box 7359

Ventura, CA 93006

Ph: 800-BIKE-SAF (245-3723) or Fax: (805) 933-1865
turtle@ameribike.com



Estimate

Date of Estimate	Dep.	Estimate No.
6/21/2021	BC	18118

Estimated To

Morongo Basin Transit Authority
62405 Verbena. Rd
Joshua Tree, CA 92252

Ship To

Morongo Basin Transit Authority
62405 Verbena. Rd
Joshua Tree, CA 92252

Contact Mark Goodale

Phone 760-366-2986

E-mail mark@mbtabus.com

Fax

Job Name

Expires	Terms	Lead Time*
Estimate is guaranteed for 30 days	50% Dep & Bal Due at shipment	3-4 Weeks

Qty.	Item	Description	Class	Cost/Unit	Total
6	#301	Model #301 Bike-Shell Bike Locker - Molded one-piece fiberglass composite (no assembly required); includes all installation hardware. Maximum handle bar width is 35". Maximum bicycle height is 43". - Bicycle Capacity: 1 bike capacity per locker. - Dimensions: 49" H X 30" W X 74.5" L Options: - Locking System: PN#011: Chrome T-Handle Lock with 3 keys per lock and internal locking bar system. PN#010: Stainless Steel Padlock/U-Lock Handle Lock replaces standard lock. Padlocks/U-Locks not included. - Standard Color: Tan or Medium Grey	Retail	1,939.00	11,634.00T
	DISCOU...	Discount - Bike Lockers	Retail	-580.00	-580.00
1	FREIGH...	Packing Materials	Retail	570.00	570.00
1	FREIGHT	Freight - Customer is responsible for unloading truck unless otherwise noted. NO LIFT GATE IS INCLUDED. If lift gate is needed, additional fees may apply. *JOB SITE*	Retail	900.00	900.00

*Based on current production schedule, subject to changes.

Subtotal

\$12,524.00

The customer is responsible for unloading the truck, freight does not include liftgate on truck, unless otherwise specified.

CA - Sales Tax (7.75%)

\$856.69

International Shipments do NOT include duties, taxes, & customs fees.

Total USD

\$13,380.69

If Additional Insured for Insurance is required there is a fee of \$100 per entity that must be named on the certificate. This fee is not included in this estimate.

Thank you for the opportunity of quoting your project.

Bike Locker (29Palms and Yucca Valley)					
Budget Estimate					
ITEM	DESCRIPTION	Qty	Unit	Unit Cost	Total Cost
Yucca Valley:					
1	Deliver MBTA furnished bike locker from MBTA yard to site	4	EA	1,000.00	4,000.00
2	Set in place and anchor bike locker at site	4	EA	500.00	2,000.00
	Total:				6,000.00
	20% Contingency:				1,200.00
	Total Construction:				\$7,200.00
29Palms:					
1	Remove landscape, relocate irrigation and sprinklers	1	LS	1,000.00	1,000.00
2	Grade flat area for bike lockers (6' x 2.5' x 2') & dispose	30	SF	20.00	600.00
3	4" thick concrete slab	30	SF	30.00	900.00
4	Deliver MBTA furnished bike locker from MBTA yard to site	2	EA	1,500.00	3,000.00
5	Set in place and anchor bike locker at site	2	EA	500.00	1,000.00
6	Final cleanup	1	LS	1,500.00	1,500.00
	Total:				8,000.00
	20% Contingency:				1,600.00
	Total Construction:				\$9,600.00
	Estimated total for both projects				16,800.00

MORONGO BASIN TRANSIT AUTHORITY

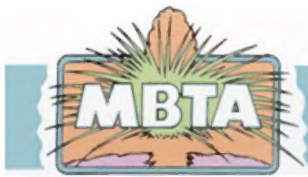
TO: Board of Directors
FROM: Mark Goodale, General Manager
DATE: November 16, 2021

RE: Bank Letters of Authority

The MBTA is required to get Board Approval in order to update check signers.

Matthew Atkins, Operations Manager
Juan Meer, Procurement Director
Daniel L Mintz Sr, Chair
Merl Abel, Vice Chair
Jeff Drozd, Board Member
Danielle Harrington, Board Member
McArthur Wright, Board Member

**STAFF RECOMMENDATION: APPROVE LETTERS OF AUTHORITY TO
UPDATE BANK SIGNERS**



November 16, 2021

Effective December 1, 2021, the following is a list of the officers of the MORONGO BASIN TRANSIT AUTHORITY.

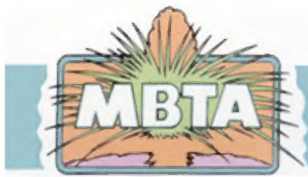
Cheri Holsclaw, Interim General Manager
Matthew Atkins, Operations Manager
Daniel L Mintz Sr, Chair
Merl Abel, Vice Chair
Jeff Drozd, Board Member
Danielle Harrington, Board Member
McArthur Wright, Board Member
Ben Sasnett, Alternate-at-Large

The following are authorized to be bank signers for US Bank accounts: **153495547918, 153495850569, 153495852854, 153497047065 & 165932376826**

Matthew Atkins, Operations Manager
Daniel L Mintz Sr, Chair
Merl Abel, Vice Chair
Jeff Drozd, Board Member
Danielle Harrington, Board Member
McArthur Wright, Board Member

Signed,

Daniel L. Mintz Sr, Chair



November 16, 2021

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Daniel L Mintz Sr, Chair
Merl Abel, Vice Chair
Jeff Drozd, Board Member
Danielle Harrington, Board Member
McArthur Wright, Board Member
Ben Sasnett, Alternate-at-Large

The following are authorized to be bank signers for Pacific Western Bank accounts: **0043507605**
& 1001223005

Matthew Atkins, Operations Manager
Juan Meer, Procurement Director
Daniel L Mintz Sr, Chair
Merl Abel, Vice Chair
Jeff Drozd, Board Member
Danielle Harrington, Board Member
McArthur Wright, Board Member

Signed,

Daniel L. Mintz Sr, Chair

MBTA ACRONYM LIST

CALACT	California Association for Coordinated Transportation
CALPERS	California Public Employees Retirement System
CALTIP	California Transit Insurance Pool
CALTRANS	California Department of Transportation'
CMAQ	Congestion Mitigation and Air Quality
CNG	Compressed Natural Gas
CTA	California Transit Association
DOT	Department of Transportation
FTA	Federal Transit Administration
LAIF	Local Agency Investment Fund
LCTOP	Low Carbon Transit Operations Program
LTF	Local Transportation Funding
MBTA	Morongo Basin Transit Authority
PTIMSEA	Passenger Transportation Improvement Modernization & Service Acct.
SBCTA	San Bernardino County Transportation Authority (SANBAG)
SGR	State of Good Repair
SRTP	Short Range Transit Plan
STA	State Transit Assistance
STIP	State Transportation Improvement Program
TAG	Transportation Assistance Grant Program
TREP	Transportation Reimbursement Escort Program
TSSDRA	Transit System Safety and Disaster Response Account
5309	Federal Transit Administration Capital Projects Grant Program
5310	Federal Transit Administration Grant Program for Elderly and Disabled
5311	Federal Transit Administration Rural Grant Program
5311f	Federal Transit Administration Intercity Bus Grant Program
5316	Job Access and Reverse Commute Grant Program
5339	Rural Discretionary Grant Program

MBTA ROUTES

ROUTE 1	Highway Route Yucca Valley-Twenty-nine Palms
ROUTE 3A	Twenty-nine Palms-Base
ROUTE 3B	Twenty-nine Palms-Neighborhood
ROUTE 7A	North Yucca Valley
ROUTE 7B	South Yucca Valley
ROUTE 12	Palm Springs
ROUTE 15	Palm Springs Weekend
ROUTE 21	Landers
ROUTE 30 & 31	Yucca Valley Ready Ride
ROUTE 34	Twenty-nine Palms Ready Ride
ROUTE 36	Morongo Valley
ROUTE 50	Joshua Tree Ready Ride
ROUTE 1X	Highway Route Sunday Service